

## **DIRECTOR, PLANNING AND RESEARCH**

### **Position**

The Baltimore Police Department seeks a dynamic individual to direct, manage, supervise and coordinate the programs and activities of the Planning and Research/Crime Analysis Section.

The successful individual will coordinate assigned activities with City, State and Federal agencies and the general public; provide highly responsible and complex administrative support to the Police Commissioner and the Command staff of the Baltimore Police Department.

The ideal candidate will have a Bachelor's Degree from an Accredited College or University in a relevant field. Additionally, five years of experience in statistical crime analysis with law enforcement preferred.

### **Duties and Responsibilities**

- Oversee and direct the development and coordination of activities related to crime data collection and analysis. Ensure efforts are aligned with departmental goals.
- Serve as an expert and lead research analyst for executing the necessary statistical analysis, queries and reporting on various data sources surrounding crimes, arrests and calls-for-service.
- Develop analysis, policy options, reports and recommendations that contribute to decision making by departmental senior management.
- Respond to requests for data by government agencies and other stakeholders and members of the public.
- Assess future data collection needs; determine data gathering techniques, level of data required, and project data needs based on anticipated future inquiries.
- Utilize the data to assess emerging trends and developments in the law enforcement field. Assess public policy, legislative and regulatory implications of the data. Suggest strategies that effectively communicate trends and implications to senior management.
- Conduct training on crime analysis, tactical analysis and comstat.
- Supervise and direct staff across multiple locations with 24/7 shift operations.
- Other duties as assigned.

### **Skills and Experience**

- Working knowledge of statistical analysis and report writing.
- Strong written and oral communications skills.
- Ability to present reports in a coherent, understandable way to a non-research audience.

- Excellent interpersonal skills and experience working with individuals at the executive-level.
- Supervisory experience to include overseeing the work of, providing direction to and evaluates the performance of office support personnel and develops and revises the procedures of an office support work unit
- Ability to establish, prioritizes, and revises research objectives.
- Basic understanding of policing and crime prevention practices would be helpful.
- Basic understanding of crime prevention issues, national organizations and providers
- Basic understanding of political, regulatory, and governmental
- Extensive working experience in aggregating data together from various data sources to produce meaningful results.
- Experience identifying and integrating new data sources.
- Knowledge of data security issues, handling of personally identifiable data, data confidentiality and data sharing agreements.
- Ability to assess the quality, quantity and accuracy of data.
- Ability to assess the appropriateness of report/information dissemination
- Ability to direct new data requirements.

NOTE: Eligible candidates under final consideration for this position will be required to authorize the release of criminal conviction information and successfully pass a background investigation and polygraph examination.

Interested candidates should submit a cover letter and resume which specifically address the education and experience relevant to this position to:

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